

**MINUTES OF BOARD OF HEALTH MEETING
December 4, 2013**

Meeting was called to order by Chair Kraft at 6:00 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Bostwick (left at 7:00 p.m.), Supervisor Rundle, Dr. Konkol, Dr. Winter, Ms. Wade, and Mr. Gresens.

Board of Health Members Absent: Dr. Peterson.

Staff Members Present: Karen Cain – Health Officer; Timothy Banwell – Environmental Health Director; Janet Zoellner – Public Health Nursing Director; Sancee Siebold – Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; and Geri Waugh – Account Clerk.

Others Present: Chris Munz-Pritchard – Rock County Planning Dept., and Duane Cherek – City of Janesville.

Adopt Agenda

Supervisor Bostwick made a motion to adopt the agenda. Supervisor Peer seconded the motion. MOTION APPROVED.

Approval of Minutes 10/30/13

Dr. Winter made a motion to approve the minutes of the 10/30/13 Board of Health meeting. Ms. Wade seconded the motion. MOTION APPROVED.

Citizen Participation

Introductions: Ms. Cain introduced Dr. Konkol, Director of Infectious Diseases at Mercy Health System. Dr. Konkol stated he is glad to be back on the Board of Health.

Mr. Banwell introduced Chris Munz-Pritchard from Rock County Planning Department, and Duane Cherek, City Planner from the City of Janesville.

Unfinished Business

None at this time.

New Business

Administrative Division

Approval of Bills/Transfer of Funds

Supervisor Rundle made a motion to approve the bills for the month of November, 2013 in the amount of \$20,640.08; Pre-Approved Encumbrance for 2013 for #64203 Educational Materials in the amount of \$1,519.43; bills for the Prescription Drug Collection Grant in the amount of \$400.60; bills for the Community

Transformation Grant in the amount of \$2,951.57; and 2014 Pre-Approved Encumbrances in the amount of \$20,995.00. Ms. Wade seconded the motion. MOTION APPROVED.

Transfers of Funds: Transfer into account #62119: The health department's vaccine storage equipment in the north office has had more than the usual service calls in recent months, creating repair/labor costs for this equipment needing to be paid, and we also now need to pay for the disposal of our medwaste (used sharps, etc.) Transfer into account #63100: The health department has been using its color printers for print jobs; the color toner cartridges for these printers are costly and needed to be replaced several times this year. Each printer uses 4 different color cartridges; each cartridge costs at least \$200. Supervisor Bostwick made a motion to approve the transfers of funds. Supervisor Peer seconded the motion. MOTION APPROVED.

Health Department Report

Influenza vaccine: Ms. Cain stated the health department has influenza vaccine available for the 2013-2014 flu season. She wondered if it would be all right with the Board of Health if the department set up a flu shot station near the Treasurers Office at the courthouse when citizens come in during the latter part of December to pay their property taxes, and offer flu vaccine to anyone interested. The Board members discussed this, and Chair Kraft stated Ms. Cain should talk to the county administrator and human resources about this matter.

140 Review: Ms. Cain stated the health department is required to undergo a review by the State of Wisconsin every 5 years, and the next review will be done in 2014. Rock County Health Department is currently a Level III health department, which is the highest level the State of Wisconsin assigns. The State requires the department's data to be uploaded into the Department of Health Services' 140 Review Tool, and after the State reviews the data, they will come onsite to review the data with health department staff. Board of Health participation is encouraged for the onsite review. Ms. Cain stated the onsite review will probably be done in late spring or early summer 2014, and will be approximately a 4 hour visit. Ms. Cain stated she will keep the Board members apprised of the review information as she receives it.

National Accreditation: Ms. Cain stated 4 of Wisconsin's health departments (Wood County, West Allis, Kenosha County, and Polk County) have completed the national accreditation process. She stated it would be beneficial for Rock County Health Department to have national accreditation; it is a costly (approx. \$25,000) and lengthy process. The State of Wisconsin is offering mini-grants for agencies going through the accreditation process. The health department applied for a small grant (approx. \$12,000) from the National Association of City & County Health Officials (NACCHO). If we receive the grant, we can move forward with the process; the accreditation process will take approximately 3 years to complete.

Proposal to Begin Billing Medicare Clients at the Maximum Allowable Rate (Determined by Medicare)

Rock County Health Department uses TransactRx, a computer program, for billing for flu and pneumonia vaccines for our Medicare clients. Transact is charged a 2% fee by Medicare. Medicare allows the health department to raise the amount we charge for the vaccines to recoup the 2% fee. Ms. Cain asked for the Board of Health's approval to raise our charges to the maximum allowable Medicare rate. Dr. Winter made a motion to approve raising the charges to the maximum allowable Medicare rate. Dr. Konkol seconded the motion. MOTION APPROVED.

Public Health Nursing

No report.

Environmental Health

208 Water Quality Management Plans

Mr. Banwell gave a presentation to the Board of Health.

What is the issue: Denying sanitary permits to property owners in an unincorporated area when a neighboring municipality states that public sewer is available. This policy is the result of an MOU between the Rock County Health Department and Rock County Planning based on recommendations in local 208 Water Quality Plans.

What is Section 208 of the Clean Water Act: The Federal Clean Water Act of 1972 and updated in 1983 has a section number 208 that directs states to develop water quality management plans. In Wisconsin, the Governor designates all municipalities of a population of 10,000 or more to develop a 208 plan to guide the extension of public sewer in an environmentally and economically sound manner. As part of this plan, a sewer service area is marked outside and around the municipality, setting a limit that public sewer can be extended for 20 years.

Current Policy:

Concept in Theory: Municipalities will grow. As they expand into areas of existing septic systems or previously platted development, there is a mechanism to connect these properties to public sewer and water. Existing housing is often on small lots with aging septic systems. Providing public sewer & water to these properties continues high density development with the benefit of long-term safe wastewater disposal and drinking water supply.

Concept in Practice: The current policy has not worked as intended:

- Property owners do not want to annex
- Municipalities cannot provide timetable for public utility installation
- Perceived cost benefit to property owner leans toward private utilities over public
- Towns do not want to lose tax base

Current language in Chapter 6 of the Rock County Public Health Ordinance

Section 6.123(3) Sanitary Permits

- (f) A sanitary permit shall not be issued for a POWTS to serve a structure in an area served by a public sewerage system unless a letter is received from the controlling municipality indicating that public sewer is not available to the subject property. This includes areas where legally binding agreements are in place to allow sewer connections without annexation.

Consideration of the following changes to the Rock County Public Health Ordinance

Section 6.123(3)

- (f) A sanitary permit shall be issued for a POWTS to serve a structure within the municipal boundaries of a municipality if a letter is received from the controlling municipality indicating that public sewer is not available to the property. This includes areas outside the controlling municipality's boundary where legally binding agreements are in place to allow sewer connections outside the controlling municipality.

- (g) A sanitary permit shall not be issued for a POWTS in a 208 Water Quality Plan Sewer Service Area when:
- (1) The 208 Water Quality Plan municipality public sewer is within 400 feet to the property line of a single family structure, or 1,000 feet to the property line of a multi-family, commercial or industrial structure, and
 - (2) The property can be connected to public sewer within six months, and
 - (3) Connecting to public sewer meets the policy recommendations of the current 208 Water Quality Plan.

Duane Cherek from the City of Janesville explained Janesville's 208 Plan:

Janesville's Water Quality Management Plan (208 Plan) identifies areas outside the City which may be served with sanitary sewer service. This area is known as the Urban City Limits. The Plan serves as the official water quality management plan for the City of Janesville and its four surrounding townships – Harmony, Janesville, Rock, and La Prairie. The purpose of the 208 plan is to minimize water ground and surface pollution through effective, appropriate, efficient and economical use of wastewater treatment solutions. The legal authority for sewer service area planning is derived from federal and state water pollution control legislation, specifically 1972 Clean Water Act.

This boundary defines the area in which the City can and is expected to extend public sewer facilities in order to minimize environmental damage and maximize use of existing water quality systems. It is appropriate that new development within urban service limits be restricted to those areas served by a public sewer system. Otherwise, development in this area generating wastewater not served with public sewer may create environmental degradation and form barriers to the extension of the City's sewer system.

Communications and Announcements

Ms. Cain reminded the Board members the January meeting is: Tuesday, January 7, 2014.

Adjournment

Dr. Winter made a motion to adjourn the meeting. Supervisor Rundle seconded the motion. MOTION APPROVED. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health